



Financial Aid Office 7777 S May Ave, Oklahoma City, Oklahoma 73159 *Fax: (405) 685-7837 * Email: FinancialAidOffice@occc.edu

2023-2024 Dependency Adjustment Request Form

Submission Deadlines: Fall 2023 : November 1, 2023 / Spring 2024: April 1, 2024

Student Name _____ Student ID # _____

Most students under age 24 are considered dependent for Federal Student Aid purposes, and must provide their biological or legally adoptive parents' financial information on the FAFSA. In some exceptional circumstances, the financial aid office can change a student's FAFSA dependency status from dependent to independent.

Important Notice: The unwillingness and/or inability of your parent(s) to financially support you and/or living on your own and paying your own bills are not by themselves reasons that demonstrate "exceptional circumstances" and cannot be considered.

The following are examples of circumstances that may be considered for a dependency override:	The following circumstances <u>would not</u> be considered for a dependency override:
An emotional or physical abusive family environment	Parents refuse to contribute to the student's education
Documented abandonment and/or estrangement by parents	Parents are unwilling to provide information on the FAFSA or for verification
Incarceration or institutionalization of both parents	Parents do not claim the student for income tax purposes
Parents cannot be located	Student demonstrates total self-sufficiency
Parental drug abuse	Student does not wish to communicate with parent(s).
Parental mental incapacity	Student reluctant to request income information from parent(s)

If your family situation involves extreme circumstances as defined in the paragraph above, you may appeal your dependent status by submitting this request form along with the following supporting documents to the Financial Aid Office:

1. A signed and dated statement that includes a complete history of your relationship with your biological or legally adoptive parents with specific dates of events that caused your separation from your parents; how you have been supporting yourself; where and with whom you have been living; the exceptional circumstances that have caused it to be unreasonable or impossible for you to provide your parent(s) information on the FAFSA.
2. Signed and dated letter from a professional (on their letterhead) documenting their first-hand knowledge of your exceptional circumstance. Professionals include clergy, counselors, social workers, police, physicians, etc. *Letters should be detailed and refer to actual events—they should not be restatements of information you have shared about relevant events, but should reflect the writer's direct knowledge. *Police reports may, in some cases, substitute the required letter. The Financial Aid Office may contact these references for additional information or clarification of your situation.
3. Online Independent Verification Form for current academic year, available on our forms page at: <https://www.occc.edu/financialaid/forms/>

***PLEASE NOTE: A Dependency Adjustment Request submitted without the required letter of explanation and supporting documents will not be considered. Submission of a Dependency Adjustment Request does not guarantee that your financial aid will be adjusted. You will be notified through your OCCC student email of the change request decision.**

I certify that the information provided on this form and attached supporting documents are true and complete to the best of my knowledge.

Student Certifying Signature

Date

OFFICE USE ONLY

Decision: _____ Original EFC: _____ Transaction #: _____ New EFC: _____ Transaction #: _____

Comments:

FAA Name: _____ FAA Signature: _____ Date: _____